

<b>PUBLIC MEETING MINUTES:</b>	<b>Special Law Enforcement Assistance Fund</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, June 12, 2018 at 2:00 PM</b>
<b>PLACE:</b>	<b>Dover Police Department – Assembly Room 400 S Queen St. – Dover, DE 19904</b>

**SLEAF Committee Members Present:**

- (1) Sean Lugg, State Prosecutor, Delaware Department of Justice
- (2) Major Robert Hudson, Delaware State Police
- (3) Capt. Benjamin Feldmann, New Castle County Police Department
- (4) Capt. James Gestwicki, Wilmington Police Department
- (5) Major Timothy Stump, Dover City Police Department
- (6) Chief Kenneth Brown, Sussex County
- (7) Jeffrey Horvath, Kent County
- (8) Chief Laura Giles, New Castle County

**Administrative Staff Present:**

Andrea Godfrey, Delaware Department of Justice  
Patricia Davis, DAG, Delaware Department of Justice  
Kimberly Moro, Delaware Department of Justice

**Call to Order**

State Prosecutor Sean Lugg called the meeting to order at 2:02 PM.

**Opening Remarks**

None

**Review and Approval of Minutes**

Following confirmation of the accuracy of the previous meeting's minutes, Major Hudson moved to approve the March 13, 2018 meeting minutes and Capt. Feldmann seconded the motion. Upon motion duly made and seconded, the SLEAF Committee unanimously approved the minutes. Chief Giles and Major Stump abstained, as they were not present at the March meeting.

**Auditor's Report**

Report discussed FY 2015, 2016 and 2017. SLEAF application grants reconciled without exception. The expenditure of funds by the end of the fiscal year was discussed which is also relevant at this meeting, as it is the last one of the fiscal year. If funds will not be expended by end of fiscal year, an extension must be requested or the funds must be returned to SLEAF.

Capt. Feldmann expressed that the Audit did not adequately reflect the details and circumstances surrounding certain purchases it discussed in the report. Capt. Feldmann details an example from NCCPD, expressing disappointment at the portrayal.

### **Motor Vehicle Seizures**

Ms. Godfrey reminded the Committee and attendees that when a law enforcement agency sells a seized motor vehicle, the proceeds must be returned to SLEAF minus any routine costs of maintenance, insurance and registration, etc., incurred.

### **Grant Closures Fiscal Year 2018**

July 1<sup>st</sup> – June 30<sup>th</sup> is fiscal year for SLEAF purposes. This is the final SLEAF meeting for this year. Any awards today will be distributed after July 1<sup>st</sup>. Thus, any active awards prior to today's must either be spent, request an extension or return the funds to SLEAF by June 30, 2018. Ms. Godfrey confirms and adds that agencies with outstanding awards should have received a letter from the DOJ reminding them of this and also reminding that closed grant paperwork should be submitted to the Auditor's Office in addition to the DOJ. A joint email account has been set up for this purpose and that link is provided in the letters.

### **Consideration of SLEAF Applications**

Mr. Lugg provides update on the Body Worn Camera (BWC) contract status. The RFP is being finalized and the program is eight (8) weeks out before cameras can be secured under the negotiated contract. The opportunity to request funding will be open to all agencies, however SLEAF is not able to distribute funds until the program is unveiled.

Mr. Lugg motioned the Committee to defer deciding on current BWC applications until such time as they are permitted to distribute funds. At such time, those applications will be heard first. Mr. Horvath seconded the motion.

As noted in the Guidelines (3.3), the Committee does not consider applications if the agency is not present. The following agencies with applications were not present at the time attendance was taken.

**1. Agency: South Bethany PD / Application #: 16-071**

The application seeks \$4,438.00 to send two officers to the SMILE conference. Mr. Lugg tabled the application until the next meeting. Major Hudson seconded.

**2. Agency: Smyrna PD / Application #17-037**

The application seeks \$7,736.69 to replace 5 TASER units. Mr. Lugg tabled the application until the next meeting. Chief Giles seconded.

**3. Agency: Ocean View PD / Application#: 17-051**

The application seeks \$5,300.00 for the purchase of a shed for police vehicle storage. Mr. Lugg tabled the application until the next meeting. Chef Giles seconded.

**4. Agency: Ocean View PD / Application#: 18-029**

The application seeks \$5,225.00 to upgrade four (4) vehicles with wireless transfer equipment to facilitate the down load of patrol vehicle video. Mr. Lugg tabled the application until the next meeting. Major Hudson seconded.

**5. Agency: Felton PD / Application#: 18-041**

The application seeks \$1,990.00 to purchase five (5) GLOCK 22 handguns and five (5) rifle lights. Mr. Lugg tabled the application until the next meeting. Major Hudson seconded.

Mr. Lugg informs the Committee there is \$319,118.84 in the SLEAF fund and \$729,246.88 in applications. (-\$410,128.04) In lieu of that, the following applications were reduced, withdrawn or tabled at the request of the agency:

**6. Agency: Delaware City PD / Application #: 16-095**

Chief Baylor requested to withdraw his application until such time as the BWC contract information is available for review and his redrafting of the application if necessary with the understanding that the Committee acknowledges Delaware City's previous request and maintenance of its position on the list. Mr. Lugg withdraws the application.

**7. Agency: Delaware State Police / Application#: 17-050**

Major Hudson requested to table this application until the next meeting. Mr. Lugg tables the application.

**8. Agency: Elsmere PD / Application # 18-010**

Chief Giles requested to withdraw this application. Mr. Lugg withdraws the application.

**9. Agency: Elsmere PD / Application # 18-026**

Chief Giles requested to table this application. Mr. Lugg tables the application.

**10. Agency: Delaware Alcohol, Tobacco and Firearms / Application # 18-023**

Chief Yeomans confirms this application, originally submitted under Chief Kracyla was withdrawn on May 29, 2018 and replaced with Application 18-027. Mr. Lugg acknowledges the withdrawn application.

**11. Agency: Delaware Alcohol, Tobacco and Firearms / Application # 18-027**

Chief Yeomans requested to table this application. Mr. Lugg tables the application.

**12. Agency: Delaware River and Bay PD / Application#: 17-025**

Lt. Col. requested to withdraw his application until such time as the BWC contract information is available for review and his redrafting of the application if necessary with the understanding that the Committee acknowledges DRBA's previous request and maintenance of its position on the list. Mr. Lugg withdraws the application.

**13. Agency: Capitol PD / Application # 18-031**

Chief Horsman requested to table this application. Mr. Lugg tables the application for \$10,500.00.

**14. Agency: Wilmington PD / Application # 18-033**

Capt. Gestwicki requested to table this application. Mr. Lugg tables the application.

**15. Agency: Wilmington PD / Application # 18-034**

Capt. Gestwicki requested to table this application. Mr. Lugg tables the application for \$10,200.00.

**16. Agency: Wilmington PD / Application # 18-035**

Capt. Gestwicki requested to reduce this application to \$105,000.00. Mr. Lugg reduces the application. See below for further.

**17. Agency: Newark PD / Application # 18-038**

Capt. Van Campen requested to withdraw this application. Mr. Lugg withdraws the application.

**18. Agency: New Castle County PD / Application # 18-039**

Capt. Feldmann requested to table this application. Mr. Lugg tables the application.

**19. Agency: Delaware City PD / Application # 18-044**

Chief Baylor requested to table this application. Mr. Lugg tables the application for \$22,945.00.

**20. Agency: Delaware State Police / Application#: 18-024**

Major Hudson requested to reduce the application amount to \$25,000.00 and table the remaining \$14,900.00 until the next meeting. Mr. Lugg reduces and tables the application. See below for further discussion.

**21. Agency: Cheswold PD / Application#: 18-025**

Representative requested to reduce the application amount to \$3,327.44. Mr. Lugg reduces the application. See below for further discussion.

**22. Agency: Milford PD / Application#: 18-045**

Representative requested to reduce the application amount to \$641.34 and table the remaining \$12,799.90. Mr. Lugg reduces and tables the remainder of this application. See below for further discussion

The SLEAF fund is still insufficient to meet the needs of the remaining applications. Mr. Lugg suggests prioritizing the remainder with officer safety as the primary objective. Capt. Feldmann suggests those applications which provide a statewide/multi agency service should be priority and officer safety second.

The following applications were prioritized and discussed based on Capt. Feldmann's criteria:

**23. Agency: Delaware State Police / Application #18-024**

The Committee reviewed the application to upgrade equipment for the SCUBA Unit (air tanks, safety equipment, tank testing, and engine service.) The SCUBA Unit is the only one in the state and responds to call for all agencies in all counties. The application seeks \$39,900.00. At this time, Major Hudson reduced the request to \$25,000.00 and tabled the remaining \$14,900.00 until next meeting. Motion to approve by Chief Brown, seconded by Capt. Feldmann. The application was unanimously approved. Major Hudson abstained.

**24. Agency: Delaware State Police / Application #18-030**

The Committee reviewed the application to provide professional assistance to DSP Forensic Firearms Lab to decrease backlog of ballistic requests. The magnitude of recent issues with a

Firearms Examiner, makes decreasing the backlog even more significant. The Firearms Lab services all Delaware agencies in all counties. The application seeks \$85,000.00. Motion to approve by Mr. Lugg, seconded by Capt. Feldmann. The application was unanimously approved. Major Hudson abstained.

**25. Agency: New Castle County PD / Application #18-040**

The Committee reviewed the application for funding for two (2) officers to attend Polygraph Course (Sept-Nov), thus expanding the number of certified polygraph examiners in NCCPD as well as statewide. NCCPD offers the services of their polygraph examiners throughout the state. Training requires 2 participants so they learn to cross-check each other. The application seeks \$32,000.00. Motion to approve by Major Hudson, seconded by Mr. Horvath. The application was unanimously approved. Capt. Feldmann abstained.

**26. Agency: Wilmington PD / Application #18-032**

The Committee reviewed the application for funding to upgrade the A/V recording system in the Criminal Investigation Division (CID) of the WPD including installation and one (1) year of service. The present system is 12 years old. This upgrade enhances the quality of recordings which benefits the police department as well as the Department of Justice. The application seeks \$57,120.00. Motion to approve by Major Hudson, seconded by Capt. Feldmann. The application was unanimously approved. Capt. Gestwicki abstained.

**27. Agency: Laurel PD / Application #18-028**

Mr. Horvath makes motion to here this application next as it pertains to officer safety. The Committee reviewed the application for funding for active shooter/high risk situation equipment (armor plates and carriers, rifle pouches and magazines and police emblems to display on the carriers). The department currently does not own any equipment designed for active shooter situations. The application seeks \$6,602.55. Motion to approve by Mr. Horvath, seconded by Major Hudson. The application was unanimously approved.

**28. Agency: Wilmington PD / Application #18-035**

Mr. Lugg make motion to here this application next as it pertains to officer safety. The Committee reviewed the application for 60 ballistic shields to be distributed to all uniformed patrol officers. The application seeks \$126,000.00. Committee discussed approving 40 shields at this time for a total of \$84,000.00 and tabling the remaining 20 shields (\$42,000.00) until next meeting. Motion to approve the new allocation by Major Hudson, seconded by Major Stump. The application was unanimously approved. Capt. Gestwicki abstained.

**29. Agency: Blades PD / Application #18-022**

The Committee reviewed the application for funding to upgrade two (2) Motorola radios. Department will return the outdated radios to obtain rebate funds to be applied to the new purchases. The application seeks \$6,830.94. Motion to approve by Mr. Horvath, seconded by Chief Giles. The application was unanimously approved.

**30. Agency: Cheswold PD / Application#: 18-025**

The initial application requested \$10,394.34 for the purchase of three (3) radio upgrades. Representative requested to reduce the application amount to \$3,327.44 to cover the cost of one (1) radio. The Committee reviewed the reduced application for \$3,327.44. Motion to approve by Mr. Horvath, seconded by Capt. Feldmann. The application was unanimously approved.

**31. Agency: Newark PD / Application #18-037**

The Committee reviewed the application for funding to purchase Evidence Mobility software. Newark PD has stored evidence in several locations. This program will allow for the tracking and consolidation of information by the evidence custodian. This will aid the chain of custody process and limit potential evidence issues. The application seeks \$2,189.00. Motion to approve by Mr. Horvath, seconded by Capt. Feldmann. The application was unanimously approved.

Ms. Godfrey informs the Committee the SLEAF Fund has approximately \$17,000.00 left to disburse.

**32. Agency: Milford PD / Application #18-045**

The initial application requested \$13,441.24 for the purchase of a K-9 with accessories such as kennel, cage, mat and a monitoring/deployment system. Representative requested to reduce the application amount to \$641.34 to cover the cost of the monitoring system and table the remaining amount relating to the K-9 (\$12,799.90). The Committee reviewed the reduced application for \$641.34. Motion to approve by Major Stump, seconded by Capt. Feldmann. The application was unanimously approved.

**33. Agency: Seaford PD / Application #18-042**

The initial application requested \$34,795.00 for the purchase of upgraded Tasers and accessories. Representative states the crucial need is for the Tasers. The total to fund the Tasers is approximately \$23,000.00 but the need is such that the Department will take any funding available. Motion to approve the disbursement of the remaining SLEAF funds, \$16,407.57 at this time for the purchase of as many Tasers as that permits and to table the \$18,387.43 made by Capt. Feldmann, seconded by Mr. Horvath. The application was unanimously approved.

The following applications were not heard at this meeting, as the SLEAF fund balance was depleted.

**34. Agency: Bridgeville PD / Application #18-036**

Mr. Lugg tabled this application for \$10,200.00 to the next meeting.

**35. Agency: Bridgeville PD / Application #18-043**

Mr. Lugg tabled this application for \$5,724.00 to the next meeting.

Mr. Lugg asked if there were any applications that have not been considered by those present. Hearing none, he proceeded to the next topic of discussion.

**Public Comment**

Chief Horsman, Capitol PD, commented he understood how limited SLEAF funds are and the Committee has been very good to those requesting funds, but he wishes to make it clear that many agencies come to this Committee because it is their only option.

**Next Scheduled Meeting**

September 11, 2018

**Adjournment**

With no further business before the SLEAF Committee, Mr. Lugg moved to adjourn the meeting, Capt. Feldmann seconded the motion. The motion carried unanimously. The meeting adjourned at 3:06 PM.